

1997-98 SESSION COMMITTEE HEARING RECORDS

Committee Name:

*Joint Committee on
Finance
(JC-Fi)*

Sample:

- Record of Comm. Proceedings
- 97hrAC-EdR_RCP_pt01a
- 97hrAC-EdR_RCP_pt01b
- 97hrAC-EdR_RCP_pt02

➤ Appointments ... Appt

➤

➤ Clearinghouse Rules ... CRule

➤

➤ Committee Hearings ... CH

➤

➤ Committee Reports ... CR

➤

➤ Executive Sessions ... ES

➤

➤ Hearing Records ... HR

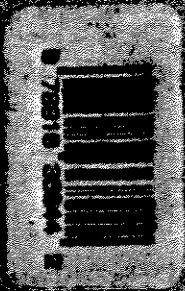
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➤ Miscellaneous ... Misc

➤ 97hr_JC-Fi_Misc_pt02d_DPR

➤ Record of Comm. Proceedings ... RCP

➤



Joint Finance

16.505/16.515

14 Day Passive
Reviews

10/17/96 to

12/17/96

DPI/DOS/DOA
12/10/96

Burke

STATE OF WISCONSIN

SENATE CHAIR
BRIAN BURKE

100 North Hamilton
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Madison, WI 53707-7882
Phone: 266-8535



ASSEMBLY CHAIR
BEN BRANCEL

119 Martin Luther King Blvd.
P.O. Box 8952
Madison, WI 53708-8952
Phone: 266-7746

JOINT COMMITTEE ON FINANCE

December 10, 1996

TO: Members
Joint Committee on Finance

FROM: Representative Ben Brancel
Senator Brian Burke
Co-Chairs, Joint Committee on Finance

SUBJECT: Additional s. 13.10 Item

An objection has been raised regarding the Department of Administration's November 19, s. 16.515/.505(2) requests relating to the Justice Information Systems; DA Net Pilot and Facility Operations and Maintenance. It has been decided that these items will be added to the Committee's s. 13.10 meeting on Monday, December 16, 1996.

BB:BB:jc

BURKE

STATE OF WISCONSIN

SENATE CHAIR
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JOINT COMMITTEE ON FINANCE

December 10, 1996

Mr. Mark Bugher, Secretary
Department of Administration
101 E. Wilson Street, 10th Floor
Madison, WI 53703

Dear Secretary Bugher:

On November 19, 1996, the Department of Administration forwarded four s. 16.515/.505(2) requests. There are no objections to the following requests and accordingly, they are approved.

DPI/EAB
20.255(4)(g)

Proprietary School Operations

DOJ
20.455(2)(k)

Interagency and Intra-Agency Assistance; Investigations

With regard to the requests entitled "Justice Information Systems; DA Net Pilot (20.505(1)(ja))" and "Facility Operations and Maintenance (20.505(5)(ka))", an objection has been raised and, therefore, a meeting will be scheduled to review this request.

Sincerely,

Handwritten signature of Brian Burke.

BRIAN BURKE
Senate Chair

Handwritten signature of Ben Brancel.

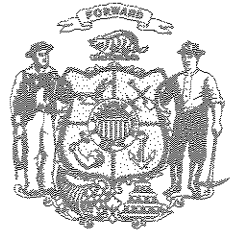
BEN BRANCEL
Assembly Chair

BB/BB/jc

cc: Members, Joint Committee on Finance
Linda Nelson, DOA

State Senator
JOE WINEKE

*State of
Wisconsin*



State Capitol, P.O. Box 7882, Madison, WI 53707-7882
(608) 266-6670

December 10, 1996

Senator Brian Burke
Co-Chair, Joint Committee on Finance
100 North Hamilton Street, Room 302
Madison, WI 53707

Representative Ben Brancel
Co-Chair, Joint Committee on Finance
119 MLK Jr., LL2
Madison, WI 53707

Dear Senator Burke and Representative Brancel:

I would like to object to the November 19, 1996 request by the Department of Administration for the Bureau of Justice Information Systems.

I ask that the committee meet formally to consider this funding request.

Sincerely,

A handwritten signature in cursive script, appearing to read "Joe Wineke".

JOSEPH WINEKE
State Senator
27th Senate District

JW:cmr

STATE OF WISCONSIN

SENATE CHAIR
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JOINT COMMITTEE ON FINANCE

MEMORANDUM

To: Members
Joint Committee on Finance

From: Senator Brian Burke
Representative Ben Brancel
Co-Chairs, Joint Committee on Finance

Date: November 19, 1996

Re: s. 16.515/16.505(2) Requests

Attached are copies of requests from the Department of Public Instruction (on behalf of the Educational Approval Board), the Department of Justice, and the Department of Administration. Under s. 16.515/16.505(2), the Joint Committee on Finance has fourteen days to review these requests.

Please review these items and notify Senator Burke's or Representative Brancel's office no later than **Tuesday, December 10, 1996**, if you have any concerns about the requests or would like the Committee to meet formally to consider them.

Also, please contact us if you need further information.

BB:BB:jc

CORRESPONDENCE MEMORANDUM**STATE OF WISCONSIN
Department of Administration****Date:** November 19, 1996**To:** The Honorable Brian Burke, Co-Chair
Joint Committee on FinanceThe Honorable Ben Brancel, Co-Chair
Joint Committee on Finance**From:** James R. Klauser, Secretary
Department of Administration**Subject:** S. 16.515/16.505(2) Requests

Enclosed are requests which have been approved by this department under the authority granted in s. 16.515 and s. 16.505(2). The explanation for each request is included in the attached materials. Listed below is a summary of each item:


<u>AGENCY</u>	<u>DESCRIPTION</u>	<u>1995-96</u> <u>AMOUNT</u>	<u>FTE</u>	<u>1996-97</u> <u>AMOUNT</u>	<u>FTE</u>
DPI/EAB 20.255(4)(g)	Proprietary School Operations			\$25,500	
DOJ 20.455(2)(k)	Interagency and Intra- Agency Assistance; Investigations				1.00*
DOA 20.505(1)(ja)	Justice Information Systems; DA Net Pilot			\$680,500	3.00
DOA 20.505(5)(ka)	Facility Operations and Maintenance			-\$71,700	-3.00

*Project position authority through April 1, 1998.

As provided in s. 16.515, this request will be approved on December 11, 1996, unless we are notified prior to that time that the Joint Committee on Finance wishes to meet in formal session about this request.

Please contact Linda Nelson at 266-3330, or the analyst who reviewed the request in the Division of Executive Budget and Finance, if you have any additional questions.

Attachments

CORRESPONDENCE MEMORANDUM**STATE OF WISCONSIN
Department of Administration****Date:** November 11, 1996**To:** James R. Klauser, Secretary
Department of Administration**From:** Orlando Canto 
Education and Training Team**Subject:** The Department of Public Instruction (DPI), on behalf of the Educational Approval Board, requests, under s. 16.515, to increase the agency's program revenue appropriation and create a 1.0 PRO project position.**REQUEST:**

EAB requests increased expenditure authority of \$64,100 in FY97 in the agency PRO appropriation 20.255(4)(g) and 1.0 PRO project position.

REVENUE SOURCES FOR APPROPRIATION(S):

Funds to support the increase expenditure authority come from the fees paid by proprietary schools. EAB reviews proprietary schools to ensure that schools meet minimum program and operating standards as required by s. 38.51. As of 7/1/96, the appropriation had a cash balance of \$56,800.

BACKGROUND:

1995 Wisconsin Act 27 authorized the creation of two new positions at EAB - - a program assistant and an educational specialist. The two new positions were created to address the increased workload related to regulating private, non-profit schools and administering the veterans education program. The \$78,200 authorized for these two new positions was equally split between EAB's PR and FED appropriations. However, when EAB entered the positions into the state's personnel system (PMIS) they were both entered as PRO positions. EAB states that the workload associated with the federal G.I. Bill approval of veterans education did not materialize, while the workload for proprietary and career schools significantly exceeded expectations. As a consequence of charging the costs of both positions to the PRO appropriation, EAB anticipates it will not have sufficient expenditure authority to complete the year. Though EAB requests \$39,100 to reflect the shift from FED to PR funding, the actual anticipated shortfall in salary and fringe will be \$14,200 (\$10,600 salary and \$3,600 fringe).

In addition, EAB is requesting authority to establish a 1.0 FTE PRO project position and increased LTE expenditure authority. The project position is needed to complete the work of processing student records and reimbursement claims resulting from school closings (most of the remaining work is left over from the Acme Institute of Technology closure of June 1995). LTE expenditures are needed to cover unanticipated paper work caused by the normal processing of for-profit postsecondary certification.

Summary Table

<i>Transfer of positions from FED to PRO Project position and LTE authority Total</i>	<i>\$39,100 \$25,000 \$64,100</i>	<i>two 0.5 positions 1.0 project position 1.5 positions</i>
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ANALYSIS:

EAB's expanded responsibility to regulate non-profit schools and out-of-state private colleges has increased the number of applications and reviews which EAB must conduct. Student enrollment growth in short-term programs (e.g. massage therapy, computer instruction) and major schools such as Stratton and Herzing is accelerating at double digit rates (16% for major schools and 29% for short-term programs). With this increase of activity, it is reasonable for EAB to shift staffing from the federal veterans program to the proprietary sector to accommodate the demand.

The requested increase for a project position, while perhaps reasonable, should be done as part of the agency's biennial budget request. Further, it is unclear why the work associated with the closure of the Acme Institute of Technology has taken this long. The agency should concentrate available resources to clear-up any backlogged claims pertaining to school closures and rely on the state budget process for acquiring the additional project and LTE authority.

RECOMMENDATION:

Approve an increase of \$25,500 in FY97 in the agency PRO appropriation 20.255(4)(g). The available cash balance plus new fee revenues will be sufficient to cover the costs in FY97. A long term solution will be addressed in the 1997-99 biennial budget. The \$25,500 increase represents: a) salary and fringe increase of \$14,200 to make-up the agency's projected salary shortfall and b) \$11,300 increase for LTE expenditures to eliminate the backlogged claims pertaining to school closures.



State of Wisconsin

EDUCATIONAL APPROVAL BOARD

Joseph L. Davis, Ph.D.
Executive Secretary

Mailing Address:
P.O. Box 7874
Madison, Wisconsin 53707
(608) 266-1996

Office Location:
310 Price Place
Madison, Wisconsin
FAX (608) 266-1690

September 25, 1996

MEMORANDUM

TO: Richard Chandler
State Budget Office

FROM: Joe Davis, EAB
Faye Stark, DPI

RE: 16.515 Requests

This request is to transfer \$39,100 in salaries and fringe benefits from 255(4)(g) to 255(4)(m). When the two new positions were approved in the current budget, funding was split between appropriations 255(4)(g) and 255(4)(m). The intent was, however, to have both positions funded out of 255(4)(m). When the positions were entered into the PMIS system, they both, mistakenly, showed funding from 255(4)(g).

We are also requesting funding of \$25,000 in Project and LTE salary and fringe benefits costs. The Project Position is needed to handle extraordinary work generated by the periodic and unforeseen closing of schools (most recently the Acme Institutes of Technology). The work entailed consists of a variety of tasks generally concerned with organizing student records, processing student reimbursement claims and dealing with ongoing student concerns (e.g., clarifying student periods of attendance, determining individual reimbursement amounts, working with surety companies, dealing with individual students, responding to requests for transcripts etc.).

The LTE is needed to assist with the unanticipated paper work caused by program activity in the sector -- this holds for normal for-profit postsecondary activity and especially activity in the four-year colleges; which we had no way of predicting at the start of this current budget.

The additional funds being requested are available in the appropriation beginning balance.

CORRESPONDENCE MEMORANDUM**STATE OF WISCONSIN
Department of Administration**

Date: November 11, 1996

To: James R. Klauser, Secretary
Department of Administration

From: Scott Aker, Budget Analyst
State Budget Office

Subject: S. 16.505 Request for the Department of Justice relating to Criminal History Records Improvement Staff

REQUEST:

The Department of Justice (DOJ) requests an additional 1.0 FTE project administrative officer position effective immediately to manage the Department's efforts to continue implementation of the Criminal History Records Improvement Plan for Wisconsin. Since the funding for this position flows through the Office of Justice Assistance (OJA), the position is requested under s. 20.455(2)(k), DOJ's *Interagency and intra-agency assistance; investigations* PRS appropriation.

REVENUE SOURCES FOR APPROPRIATION:

The revenue sources for the appropriation under s. 20.455(2)(k), *Interagency and intra-agency assistance; investigations*, are funds received from other state agencies for anti-drug abuse law enforcement assistance and drug investigations. In this request, the funds are federal funds administered by OJA - specifically the five percent of Edward Byrne anti-drug money "set aside" for criminal records history improvement.

BACKGROUND:

The Crime Information Bureau (CIB) within DOJ serves as the statewide repository of criminal history files containing fingerprints, photographs and other identifying information on persons arrested or taken into custody. The criminal history records database contains information on more than 710,000 persons. The CIB is responsible for maintaining and updating criminal history record files and providing information from those files to law enforcement, government agencies, nonprofit organizations and others upon request. The criminal history records database is used for a variety of law enforcement purposes including use by local law enforcement through on-line queries through the TIME system, records checks on prospective handgun purchasers and background checks on law enforcement job applicants. In addition, the criminal history records are used for purposes unrelated to law enforcement, such as background checks on job applicants in the gaming industry, background checks requested by various nonprofit organizations and background checks requested by for-profit enterprises and other public access requests. Revenues to support these functions are derived from statutorily established fees for criminal history searches and from federal funds.

The federal Crime Control Act of 1990 required each state receiving Edward Byrne anti-drug funds to set aside 5% of the state's allotment (Wisconsin receives approximately \$8 million annually) specifically for the development and implementation of improvements in the state's criminal history records programs. The 5% "set-aside" for Wisconsin represents approximately

\$400,000 annually. The improvements are designed to enhance the completeness and accuracy of criminal history record databases throughout the country and to facilitate the sharing of crime information within individual states, between states and with federal law enforcement agencies. Additional federal funds have also been made available recently through the National Criminal History Improvement Program (NCHIP). DOJ was recently awarded \$1.7 million through this grant.

DOJ currently has 5.0 FTE four-year project positions that are responsible for developing and implementing improvements to the criminal history records program and are funded through the 5% set-aside: 3.0 FTE MIS positions (expiring April 1, 1998) and 2.0 FTE training officer positions (expiring September 30, 1998). The authority for these positions was recommended by the Department of Administration and approved by the Joint Committee on Finance (JCF) on March 10, 1994, and June 29, 1995, through requests under s.16.505. While the positions are considered program revenue supported-positions, they are actually funded with federal funds administered by OJA, but are accounted for as program revenue positions in DOJ's budget.

OJA and the Governor have approved the FY97 grant request (\$417,000 FED and \$104,000 state matching funds) from DOJ for Byrne 5% "set aside" funds that include funding for the requested administrative officer project position.

ANALYSIS:

There are currently approximately 170 police agencies, 71 District Attorney offices and 230 circuit court branches that report arrest, prosecution and disposition to DOJ. In addition, both Dodge and Taycheedah Correctional Institutions report prison admission data. Upon full implementation of the project, reporting and interface standards will be in place that will allow all events occurring at each location in the justice system to be tracked and linked together into a composite record of an individual's criminal history. This system will be connected to the Federal Bureau of Investigation's (FBI) computer networks, such as the national fingerprint identification system and become a key part of the National Instant Check System for firearm purchase background checks. This will increase efficiency and enhance record-keeping capabilities by eliminating redundant and separate reporting systems, reducing paperwork and significantly increasing the sharing of information among law enforcement agencies through the use of technology.

As the project has progressed, it has grown in complexity. While current staff are responsible for implementing specific components of DOJ's criminal history records improvement program (such as the national fingerprint identification system discussed above), the administrative officer position will be responsible for supervising the current staff and linking together the individual pieces of the Criminal History Records Improvement Plan for Wisconsin, directing the efforts of a statewide task force composed of administrators from various justice system agencies, contracting for and managing consultants and designing and managing pilot projects. Further, the position will be responsible for applying for additional federal grants that may become available and participating in planning activity at the federal level as national standards, systems and networks are developed. DOJ has been temporarily utilizing a GPR position for some of these tasks while retaining responsibility for other permanent duties; however, DOJ indicates that the project has progressed to the point where a position solely dedicated to managing the project is required to ensure its timely success.

James R. Klauser, Secretary
August 1, 1996
Page 3

Federal funding for the existing five project positions as well as the new project position is certain under the Byrne 5% Set-Aside grant administered by OJA through SFY98. DOJ anticipates that future federal funding beyond SFY98 will be available for its criminal history records improvement program through an extension of the OJA/Byrne 5% Set-Aside grant program and possibly through NCHIP.

Given the uncertainty of federal funding beyond SFY98, it is appropriate to authorize the additional project position through April 1, 1998, consistent with the other three MIS positions previously authorized and which the requested position will be supervising. Because the criminal history record check appropriation is a continuing appropriation, approval of the JCF is required for the position authority only.

RECOMMENDATION:

Approve the administrative officer project position through April 1, 1998.

CORRESPONDENCE/MEMORANDUM

STATE OF WISCONSIN

Date: October 15, 1996

To: Scott Aker
Department of Administration

From: Andrew Cohn
Department of Justice



Subject: REQUEST UNDER SEC. 16.505--CRIMINAL HISTORY RECORDS
IMPROVEMENT PROJECT MANAGER

Under sec. 16.505, stats., the Department of Justice requests one Administrative Officer project position to manage and support our criminal history records improvement project. This position will be funded by a sub-grant of federal anti-drug moneys already awarded for this purpose by the Office of Justice Assistance, appropriated under sec. 20.455(2)(k), stats. Because this is a continuing appropriation, spending authority associated with this position will be requested through the allotment process after the position is approved.

This request follows other related requests which we submitted in January, 1994, February, 1995 and April, 1996, all of which are attached. Those requests provided information on the origins of this federally-funded commitment to improving criminal history records. In particular, the April 12, 1996 request provided specific justification as to why this position is warranted.

In essence, the federal Bureau of Justice Assistance requires that five percent of BJA formula grant funds be dedicated to the improvement of criminal history records, beginning with federal fiscal year 1992 moneys. This represents approximately \$400,000 annually for Wisconsin. In addition, federal funds are available under the National Criminal History Improvement Program.

Our work in this area has grown in complexity to the point where a project manager position is required. OJA has recognized this necessity by awarding funding for this purpose, in each of our last two grants for criminal justice records improvement. Our FY '96 OJA award (#SDB-93-ST-0072) and our first award for FY '97 (#DB-94-ST-0092) both included funding for this position. Consequently, funding was first secured for this purpose on September 19, 1995, and was "reauthorized" on September 17, 1996. Our most recent award is currently scheduled to end December 31, 1996. At that time, we will either request an extension, if there are uncommitted funds remaining in the current grant; or, submit the next grant application. In either case, federal funding to improve criminal records is secure well into the future.

Because our April 12, 1996 request was not approved, the role of project manager has had to be absorbed by a position which is needed for other priorities in the Crime Information Bureau. Because both BJA and OJA have approved funding for a project manager, it is difficult to understand why we should be forced to continue using a GPR-funded position to manage this federally-funded project. The justification provided in our April, 1996 request is still valid; if anything, the need is greater now. Funding is in hand, and secure well into the future.

Your earliest approval of this request would be appreciated. Mike Roberts, Gerry Coleman or Jack Benjamin can answer any remaining questions you may have.

CORRESPONDENCE\MEMORANDUM**STATE OF WISCONSIN
Department of Administration**

Date: November 15, 1996

To: James R. Klauser, Secretary
Department of Administration

From: Lisa Kelly *Lisa Kelly*
Policy and Budget Analyst

Subject: Request Under s.16.505/515 From Department of Administration For the Bureau of Justice Information Systems

REQUEST:

The Department of Administration (DOA) requests an increase in expenditure authority of \$680,500 PR in FY97 for s.20.505(1)(ja), justice information systems, to complete the initial DA Net pilot planned for FY97 and to address integrated justice information system (IJIS) initiatives. In addition, DOA requests the transfer of three vacant positions funded from s.20.505(5)(ka), facility operations and maintenance, to s.20.505(1)(ja), justice information systems.

REVENUE SOURCES FOR APPROPRIATION:

The source of revenue deposited in the program revenue annual appropriation under s.20.505(1)(ja), justice information systems, is generated from a \$5 "justice information system" fee (of which \$1 is deposited into the general fund) imposed on all forfeiture judgments and most civil court filings. Eighty percent of the moneys collected by the courts for justice information systems is deposited into this appropriation, while the remaining twenty percent of the revenue is deposited into the general fund as GPR-earned.

BACKGROUND:

The Bureau of Justice Information Systems (BJIS) was created in 1995 Wisconsin Act 27 (1995-97 biennial budget) as a bureau within the Division of Technology Management (DTM). BJIS was given the responsibility to work in conjunction with the public defender board, the director of state courts, the departments of corrections and justice and district attorneys so that it may maintain, promote, and coordinate automated justice information systems. A program revenue funding source was established to enable the new Bureau to work toward a centrally managed statewide electronic network that would link state agencies involved in the criminal justice system and would enable district attorneys, state public defenders, the Department of Justice and the Department of Corrections to communicate with one another as well as access the courts automated system (CCAP)

BJIS currently has 7.0 FTE PR positions and expenditure authority of \$948,350 PR in FY97 to fund the salary, fringe benefits and supplies and services associated with these positions and, granted under a 16.505/515 request in July 1996, the initial phase of the DAs computer network project (DA Net). The DA net plan is to install 71 computers (one per DA office) with state standard IT infrastructure and software, enable DA offices to share and receive information electronically, provide research tools (LEXIS and WisLaw) and to link district attorney offices to law enforcement systems (i.e. DOJ's TIME). In addition, the 16.505/515

James R. Klauser, Secretary
11/15/96
Page 2

request in July included authorization for 2.5 FTE, with the DA Net manager position beginning in January, and funds for public defender IT strategic planning.

REVENUE PROJECTIONS:

As of November 15, 1996, there were \$759,796 in revenues credited to the justice information system appropriation under s.20.505(1)(ja). Based on a review of monthly revenue collections, DOA estimates that the total revenues to be credited to this appropriation in FY97 will be \$2,200,000 which will be sufficient to cover the anticipated expenditures identified in the request as shown by the following summary of current financial condition of appropriation s.20.505(1)(ja):

Opening Cash Balance for FY97:	\$1,651,400
Projected Revenues for FY97:	<u>\$2,200,000</u>
Total Revenues:	\$3,851,400
Currently Authorized PR Funding:	\$948,350
Proposed 16.505/515:	<u>\$680,500</u>
Total Expenditures:	\$1,628,850
Projected Balance as of June 30, 1997:	\$2,222,550

ANALYSIS:

DOA requests an increase in expenditure authority and the transfer of 3.0 FTE positions in FY97 to enable it to complete the initial installation of DA Net, which will provide state standard hardware and software for 71 PCs in DA offices throughout the state. This request is consistent with the objective of the DA Net project to provide basic technology infrastructure and computer automation functions that are compatible with the state IT infrastructure standards and to provide tools to DAs including word processing, spreadsheets, electronic mail, on-line legal research tools (LEXIS) and links to DOJ's TIME system.

The request also includes funds for two IJIS related projects. The first project is to conduct a formal survey and inventory of justice system computer systems in Wisconsin. The second project is to conduct a case management needs assessment and to facilitate DA and public defender group decisions on case management system functions. This request is consistent with BJIS's objective to coordinate automated justice information system and will allow the bureau to progress toward an integrated justice information system.

RECOMMENDATION:

Approve the request for an increase in expenditure authority of \$680,500 in FY97 and the transfer of 3.0 FTE positions in order to provide resources to complete the initial network for DA Net and to initiate IJIS related projects.

SA CC:CA
RGL
JM
LN

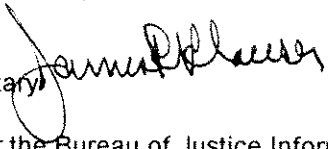
CORRESPONDENCE/MEMORANDUM

STATE OF WISCONSIN

Department of Administration

Date: September 19, 1996

To: Richard Chandler, Administrator, Division of Executive Budget and Finance

From: James R. Klauser, Secretary 

Subject: S.16.505/515 Request for the Bureau of Justice Information Systems

Request: The Department of Administration (DOA) requests \$680,500 PR and transfer of 3.0 FTE in FY97 for 20.505 (1) (ja), Justice Information Systems. Funds and positions are requested to: (1) complete the initial DA Net pilot planned for FY97; and (2) address integrated justice information system (IJIS) initiatives envisioned in 1995 Wisconsin Act 27.

Background:

The 1995-97 Biennial Budget (1995 Act 27), through s.16.971(9), Stats., authorized DOA's Division of Technology Management (DTM) to maintain, promote and coordinate automated justice information systems. DTM is performing these functions through the newly-created Bureau of Justice Information Systems (BJIS).

Vision for Wisconsin's Justice System

The Governor and the Legislature, in 1995 Act 27, jointly set forth a vision for an integrated justice information system (IJIS) for the State of Wisconsin. This vision reflects a common desire to invest wisely in technology that will assist those most directly involved in the fight against crime -- law enforcement, prosecution, judicial decision making and corrections. The goals of the IJIS initiatives are several:

- to make the technology tools available to most state employees also available to officials who have some of the most difficult public safety jobs--district attorneys;
- to reduce duplication of information collection and data entry across justice agencies;
- to make information about criminals and legal cases more quickly and easily available electronically to justice agency personnel;
- to improve efficiency within the justice system so that new and existing workloads can be handled within resource limits.

The basic thrust of the vision is that a technology investment in the justice system, similar to the investment the state makes in technology to support other programs, is essential to an effective justice system for the 21st century.

Wisconsin's Justice Information Systems Today

Wisconsin, like most states, has numerous separate computer systems in a variety of state agencies--including justice system agencies. These systems are characterized by different and frequently incompatible separate systems collecting either similar or slightly different information, usually about a common event. While this situation is not unusual, many states and localities recognize the benefits of setting standards, automating daily processes, linking systems across agencies and using technology more effectively to both share information and make work more efficient.

Examples of Wisconsin's existing justice computer systems include:

- CCAP-the Circuit Court Automation Project, managed by the Director of State Courts Office, which has automated judicial and clerk of court activities in trial courts in 68 counties.
- CCH-the Department of Justice's Computerized Criminal History system, operated by the Criminal Information Bureau (CIB), which contains arrest and disposition information on individuals arrested in Wisconsin. CCH is currently being updated via a federally funded project, the Criminal Record History Improvement Project.
- DOC-the Department of Corrections maintains several databases related to admissions to and releases from prisons, probation and parole. They are currently developing a system to allow victims and witnesses to obtain information on release dates and locations electronically.

These computer systems contain information that other justice agencies need and, in many cases, now access manually and re-enter into their own systems. Today, electronic sharing of critical information is impossible but is a top priority for affected agencies.

In addition, many of these agencies still perform their work manually--i.e., clerical staff type documents dictated by attorneys or others--rather than using computers to improve office efficiency. Compared to private sector and many public sector offices, justice agencies are often well behind in the daily use of technology to support business activities. CCAP is an exception and is a model system which not only provides important management data and case statistics but has automated daily tasks and improved the office efficiency of busy clerks of court and judges.

Gaps in Existing Systems

The most glaring inadequacy in justice system automation is the lack of a statewide computer system and automated tools for district attorneys. Prosecutors, like judges, are critical to the operation of the justice system. Prosecutors, unlike judges, do not have a statewide computer system or access to other automated tools to both make their daily work more efficient and obtain information promptly.

Providing not only computers but a case management system for district attorneys is necessary for several other current projects. For example, the federally funded Criminal History Record Improvement Project, managed by DOJ, is dependent upon automated DA case disposition information which does not exist because most DA offices are not automated and there is no statewide prosecutor case tracking/management system.

BJIS, working with the Wisconsin District Attorneys Association (WDAA) and its Information Technology Sub-committee (IT Committee), have developed both a strategic five-year IT plan and a DA Net Plan outlining short and long-term efforts to remedy the current situation. In July of 1996, the Legislature authorized partial funding for the DA Net Project but the FY97 plan requires additional resources.

Gaps in Planning Information

The justice information systems listed above are stand alone systems using different technologies while collecting often common information. There is no centralized database or even collection of information about computer or information systems within the justice system. There also is no blueprint on how to pull together existing systems to create an integrated justice information system. Each agency does its own IT planning for its own needs. Before Wisconsin can create an integrated justice information system, it is critical to collect and analyze information regarding which agencies have computer systems or databases, the kind of information in them, who uses

the information and how, who wants/needs access to information and the type of technology involved.

BJIS Plan

BJIS plans a two prong approach in FY97 and the next biennium to move Wisconsin toward realizing the vision of an integrated justice information system. First, district attorney automation will be the Bureau's top priority. Without DA automation, many necessary interfaces or links to share critical information will be impossible. Second, the Bureau will place a heavy emphasis on both IJIS planning and interface development for information sharing.

District Attorney Automation--(\$303,500 PR)

The DA Net plan provides for a 71 computer statewide network (one PC per office) to be implemented in DA offices by June 1997. This network includes Intel-based computers with Windows NT software similar to those used by legislators. Software will include word processing, spreadsheet, database and electronic mail capabilities. These initial computers will also be linked to DOJ's TIME system and LEXIS, a legal research tool.

- Preliminary staff funding approved in July of 1996 is insufficient to implement the DA Net Plan successfully. The DA Net Project Manager position, originally approved to start January 1, 1997, is needed now. The DA automation process has been underway for over a year. During this period, three different individuals--one loaned staff person followed by two successive limited term employees (LTEs)--have been dedicated to planning and now managing the roll-out of DA Net. Technical and implementation details are complex and require a single focal point of responsibility. This is not a future requirement; the DA Net Project Manager duties exist now and the permanent position is needed now to ensure successful roll-out.

Additional funds are requested for the following:

- DA Project Manager--(\$17,500 PR) As indicated above, this position has been active on an LTE basis for nearly six months. To preserve continuity, funds to hire the position in October, rather than January 1997, are requested.
- WDAA IT Steering Committee--(\$18,000 PR) The WDAA IT Steering Committee operates as agency management on behalf of the district attorneys statewide with regard to this project. Their involvement in setting priorities, resolving IT policy issues and representing the end users is critical. These funds would allow DA participation similar to judicial participation in the CCAP Steering Committee.
- PC Inventory--(\$24,400 PR) Spare computers are required for inventory purposes in the event of failures in the field. In agencies with established systems, inventory computers are typically available so that, instead of a two week delay to buy a replacement, downtime can be minimized by using computers in stock. Since computers will continue to be installed for the next several years, there will be continual turnover in equipment and increasing need for replacement machines.
- Printers--(\$43,200 PR) The value of computers will be significantly enhanced with the addition of a modestly priced printer in each office. While the network would allow electronic information sharing, without printers the information cannot be printed into reports, briefs or other documents.
- TIME Set Up and Subscription--(\$25,000 PR) All district attorney offices need TIME access. The need for the information is more dependent upon suspicious or criminal conduct than on county population or some other arbitrary factor.

- User Training--(\$144,000 PR) The original DA Net Plan included one day of user training. CCAP, which will provide the training for DAs and ADAs, expressed serious reservations, based on their experience with court officials, about providing one day of training. Based on their concern, funds to permit three days of training per user has been requested.
- CCAP MOU--(\$31,400 PR) In working out the details of CCAP's technical support for DA Net, it was determined that the original cost estimate needed to be adjusted to ensure CCAP cost recovery.

Total Funds Requested -- \$303,500 PR

Full funding of the DA Net Pilot in FY97 will position BJIS to move forward quickly during the next biennium to complete the basic computer system installation so that district attorneys can play their role and participate in the integrated justice information system.

Integrated Justice Information System--(\$377,000 PR)

Two specific projects and staff required for the Bureau are essential to progress toward an integrated justice information system and requests for both are included in this request:

Project 1-IJIS Study--(\$100,000 PR) Funds are requested to conduct a formal survey and inventory of justice system computer systems in Wisconsin. Patterned after the state's highly successful print study, the IJIS study would involve: 1) collecting basic information about the number and types of systems in state and local justice agencies that collect, store and use information about individuals, cases, crimes or other aspects of the justice system; 2) analyzing the data to determine opportunities for reducing duplication of effort and improving information sharing; and 3) prioritizing high value projects to facilitate sharing justice information across agencies. The outcome of this study would become a blueprint for creating an integrated justice information system in Wisconsin.

Hiring a nationally recognized expert with experience in working with integrated justice information systems projects is anticipated to cost in the range of \$100,000 - \$200,000. Therefore, additional spending authority is required to meet this level. Several major consulting firms have units specializing in this area as do professional organizations such as the National Center for State Courts.

Project 2-Case Management System--(\$83,200 PR) District attorneys and, to a lesser extent, public defenders require a case *tracking* system to participate in the integrated justice information system. More important from an efficiency standpoint, both organizations need a case *management* system to track cases, improve workflow and make document production more efficient. This project proposes to use funds in FY97 to conduct a needs assessment and begin design of a case management system adaptable to both DA and SPD requirements.

District attorneys, as a group, currently have neither a standard case tracking or case management system. The Waukesha County District Attorneys Office has a very functional, county-developed case tracking system but attorneys still dictate briefs and other documents. The Dane County District Attorneys Office has a good, commercial case management system that allows document generation but may not be robust enough for a statewide system. Both offices are working with CCAP to develop interfaces for their own systems but neither really addresses statewide needs.

The SPD have case tracking systems that require substantial manual intervention to produce monthly management reports. Any case management available to attorneys has been developed locally within each office through the use of word processing macros to merge information across documents. Both systems represent very rudimentary automation compared to programs and software available in the market for legal practice.

A sound case management system will improve efficiency and generate management information, especially information required by other agencies, for both groups. Likewise, this system would facilitate statewide tracking of case information across DA and SPD offices. It will also allow links sought by other justice agencies. The district attorneys, for example, are a critical part of the Criminal Record History Improvement Project (managed by DOJ) and need a statewide case management system from which the Department of Justice, Department of Corrections and others may obtain case disposition information. Development of a DA case management system is a priority project to ensure successful completion of the project.

Funding of \$83,200 PR is requested for a half-time case management consultant to work with DA and SPD groups to conduct a case management needs assessment and facilitate DA and SPD group decisions on case management system functions.

Staff--(\$193,800 PR and transfer of 3.0 FTE) Three positions--two Information Consultants and one Program and Planning Analyst--are needed to support the Bureau's IJIS operations and initiatives. This request is to transfer three vacant positions funded from appropriation s.20.505(5)(ka) to the BJIS appropriation, s.20.505(1)(ja) and to provide funding for those positions from (1)(ja) revenues.

Two of these positions (ITC) are professional level positions with expertise in business systems analysis and design. Most agencies and programs have similar positions with responsibilities for analyzing business processes and ensuring that technology is designed and used effectively to make those processes as efficient as possible and meet business objectives. BJIS intends to use these positions for all of the above functions--justice system business analysis, technology evaluation, strategic IJIS planning and review of justice agency IT plans. These positions also will work to coordinate interface development and problem resolution among justice agencies needing to share information electronically.

Several agencies have requested assistance with developing interfaces. For example, the Department of Corrections would like to interface with CCAP and with the SPD to share information on clients and conditions of probation and parole (i.e., fees required to be paid, restitution). BJIS Information Consultants would coordinate the development of these interfaces and perform such tasks as leading inter-agency teams, coordinating project/interface planning, developing implementation plans and obtaining or coordinating funding needed to actually create the interface.

The Program and Planning Analyst (PPA) position will research, analyze and report on a broad range of BJIS related technical and policy issues (primarily those pertaining to DA and IJIS initiatives). Specifically the PPA would research state and national justice information systems; develop, in conjunction with the Information Consultants, alternative models for an organization structure to support Wisconsin's integration efforts; prepare internal/external memorandum and documentation regarding IJIS, SPD, and DA fiscal and policy status and future initiatives; brief Bureau and Division decision-makers on said initiatives; create and maintain a database of Wisconsin justice agency/law enforcement systems, IT initiatives and technologies (i.e. TIME system, Criminal Record History Improvement Project, CCAP records, DOC/DOT systems); and staff policy and project-specific committees. Additional duties include assisting in contract development and management, basic research and data analysis and general operational support (i.e. procurement, cost estimating and financial analysis) for the Bureau and its projects. The duties which would be handled by the PPA continue to grow rather than diminish. A permanent position is required, especially as DA automation and IJIS activities increase.

SPD Conversion

BJIS worked with Stratagem, Inc., from May, 1996 to September, 1996 to prepare a tactical conversion plan to move the State Public Defenders Office (SPD) from its current Macintosh environment to the state standard Intel-based environment. The consultant's analysis indicates that the conversion will cost approximately \$5-6 million. Funds are not currently available to

support this initiative. Thus, BJIS plans to assist the SPD in maintaining their existing system while DA automation is completed.

During the past year, BJIS has taken a number of steps on behalf of IT management for the SPD that enhance the SPD IT capability. Examples include hiring a contract programmer to stabilize and make more user friendly the Milwaukee case management system, providing daily supervision of technical staff by an IT professional, initiating documentation and time/problem tracking, identifying agency-wide IT priorities and hiring a SAS programmer to improve critical report production activities. In addition, BJIS hired a consultant and staffed a major project to develop a tactical conversion to the new state infrastructure project.

Summary

BJIS requests release of \$680,500 and transfer of 3.0 FTE from s.505(5)(ka) to s.505.(1)(ja) to begin implementation the vision of an integrated justice information system. Funds, as summarized below, are requested to complete the DA Net initial network and initiate an IJIS study in FY97. These funds would be an addition to existing base authority in the appropriation. Current available revenues of \$2.2 million are sufficient to fund this addition to base authority. The Department's biennial budget request for 1997-99 is based on and carries forward the programs in this request.

Program	Funding Request
DA Automation	\$ 303,500
Integrated Justice Information System (IJIS)	\$ 377,000 (3.0 FTE)
Total	\$ 680,500